

Clyst Honiton Parish Council Meeting 8th September 2020

To: all Members of Clyst Honiton Parish Council

For information: County and District Ward Members, press and public

Issue date: Tuesday 1st September 2020

The Parish Council is grateful for the attendance and reports presented by both Councillors and external organisations. Due to the large number of issues affecting the Parish, it would be most appreciated if reports could be kept concise and to the point.

You are hereby summoned to attend the meeting of **Clyst Honiton Parish Council** on **Tuesday 8th September 2020 at 7.00pm**, to be conducted remotely using Zoom, for the purpose of transacting the business on the following agenda.

Rob Martin

Clerk to Clyst Honiton Parish Council

To join the Zoom Meeting go to:

<https://us02web.zoom.us/j/88356067907?pwd=d3FHRIIdEcklyakNIQUxIN3BrVEVOUT09>

Meeting ID: 883 5606 7907

Passcode: 944063

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AGENDA

21/062 APOLOGIES

To receive apologies for absence

Schedule 12 of the Local Government Act 1972 requires a record be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Clerk, as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are acceptable.

21/063 DECLARATIONS OF INTEREST (PECUNIARY AND NON-PECUNIARY)

To receive declarations of interest in items on the agenda

Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, members are required to declare any interests that are not currently entered in the member's register of interests or if he/she has not notified the Monitoring Officer of it.

21/064 MINUTES

To approve, as a correct record, the minutes of the Parish Council meeting held on 11th August 2020.

21/065 COUNCIL REPORTS

- a) **To receive the Clerk's Report & consider the Action List progress attached.**
- b) **Clyst Honiton Neighbourhood Plan and Neighbourhood Development Order** – to receive a written report from the Neighbourhood Plan lead on progress since the last meeting and to consider recommendations contained therein.
- c) **Village Maintenance** – to receive a report from Councillor Muir on the village maintenance activities undertaken since the last meeting.

The Chairman to declare the meeting closed

21/066 PUBLIC AND OTHER BODIES' SESSION

To allow questions for District and County Councillors and to take any questions from members of the public.

Any reports previously received from County and District Councillors will be assumed to have been read.

21/067 NEIGHBOURHOOD PLAN

To consider the circulated copy of the draft Neighbourhood Plan and the Steering Group's recommendation that this is adopted and submitted for Regulation 14 consultation.

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21/068 NEIGHBOURHOOD DEVELOPMENT ORDER

To consider the Clerk's Report on this matter and any suggestions from the NP/NDO Steering Group and consider the necessary action to ensure that the momentum is maintained on the adoption of the NDO alongside the Neighbourhood Plan.

21/069 ZIPWIRE

To consider the attached report and its conclusions.

21/070 MEMORIAL GARDEN

To consider the attached report and decide on the final scheme, including the supplier of the seats.

21/071 WEBSITE ACCESSIBILITY STATEMENT

To consider action to be taken by the upcoming deadline of 22 September 2020 for ensuring compliance, or not, of the parish council website.

21/072 CLERK'S SALARY AWARD 2020

To consider the attached report and agree the cost of living increase contained within the new grades.

21/073 BANK RECONCILIATION

To approve the 31st August 2020 Bank Reconciliation statement.

21/074 RECEIPTS & PAYMENTS TO DATE COMPARED TO BUDGET

- a) To receive the attached statement of Receipts and Payments compared to Budgets for the period from 1st April to 31st August 2020.
- b) To receive the attached statement monitoring progress of the spend against available grant for the NDO/NP project.

21/075 RECEIPTS & PAYMENTS SCHEDULE

To approve the payment of the invoices on the schedule below for the period since the last meeting, as below:

PAYMENTS

Payment to	Services	Amount £	Payment No.
2020/2021			
Vodafone	Mobile Phone	22.07	Direct Debit
Zoom	Meeting Access	13.49	DC2106
RJ Martin	Salary September 2020	963.44	202026
DCC Pension Scheme	Pension Contrib.	332.66	202026
HMRC	Tax/NI	307.88	202026
Amazon	Metal Hoops for Zipwire	7.99	202025

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MNR Mowers Ltd	Mower Maintenance	39.98	202025
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RECEIPTS

Receipt from	Services	Amount £	Method
2020/2021			
None			

In addition, payments will be made for invoices received since the agenda was set.

Payment items in **bold** will be made following the meeting.

21/076 **PLANNING APPLICATIONS**

To consider the following Planning Applications and to agree comments:

Reference	Location	Proposal
None		

21/077 **DATE OF NEXT MEETING**

The next scheduled remote meeting of Clyst Honiton Parish Council is on Tuesday 13th October 2020, at 7pm.

21/078 **MEETING CLOSURE**